

# **BUDGET COMMITTEE MEETING MINUTES**

**THURSDAY FEBRUARY 3, 2011**

**THE MEETING WAS CALLED TO ORDER at 7:05pm by Budget Committee Chairperson Mr. Vadenais.**

**ROLL CALL 7:05pm: Present were Mrs. Bartomioli, Mrs. Nadeau, Mr. Puccetti, Mr. Vadenais, Ms. Vallee**

**MOTION TO APPROVE THE MINUTES of the January 27th meeting was made by Ms.Vallee, seconded by Ms. Bartomioli and unanimously approved.**

**OLD BUSINESS:**

**None.**

**NEW BUSINESS:**

**Mr. Brian Silvia, Ms. Chris Belair, and Ms. MJ Perry were present to discuss the Finance Office, Tax Assessor and Tax Collector's budgets for FY2012.**

**Mr. Silvia stated that the 2010 town audit is complete and will be approved by the Town Council mid-February.**

## **Finance Office Budget:**

**We began with a review of the Finance Office Budget. Brian stated that Town Administrator Ms. Paulette Hamilton put in a 3% raise for 9 non-union municipal employees.**

**A longevity pay increase of 3.5% is given to municipal employees after 5 years; 5% after 10 years.**

**Ms. Bartomioli asked if Ms. Belair, Mr. Silvia, and Ms. Perry were aware that town employees health care buy backs are at \$5,000 while the teachers had dropped to \$2,000.**

**Finance Budget by Mr. Silvia is \$191,073-an increase of 2.42% over last year.**

**Finance Budget by Ms. Hamilton is \$194,826-an increase of 4.43% over last year.**

## **Tax Assessor:**

**Ms. Belair opened the discussion/review of the Tax Assessor's budget by first addressing the 12.8% pay increase for the Tax Assessor. Ms. Belair explained that historically full blown revaluations were completed every 10 years however recently the state has decreed that full blown audits need to occur every 3 years. In a normal year 1 out of 10 home assessments are checked and if everything looks in order 10% of the assessments are reviewed.**

**During a year with a full blown audit 100% of the assessments are reviewed and the workload is substantially greater than in a normal year. Because the full blown revaluations now occur every 3 years Ms. Belair feels that the raise is justified.**

**We discussed the “Plat Map Drafting” line item because of the substantial increase from \$6,760 to \$18,470. Ms. Belair stated that the maps we currently have are not as accurate as they should be and the budgeted monies would update them. Additionally the Plat Map has straight lines separating the plats however in reality true property boundaries are curvy and should be represented accordingly on the maps.**

**A full blown revaluation costs approximately \$300,000.**

**Tax Assessor Budget by Ms. Belair is \$135,416-an increase of 26.14% over last year.**

**Tax Assessor Budget by Ms. Hamilton is \$128,824-an increase of 20% over last year.**

**Tax Collector:**

**We reviewed the Tax Collector’s budget. Mr. Silvia stated that Ms. Perry has worked hard to collect taxes and we have a 98% collection rate which is great.**

**We discussed several line items beginning with the request for**

**overtime. Ms. Perry stated that the \$625 is needed to help with the collection of Motor Vehicle taxes.**

**The Tax Sale Expense item is \$26,000-a much larger number than previous years. Ms. Perry stated that the expense is for advertisements for tax sales.**

**Tax Collector Budget by MJ Perry is \$104,441-an increase of 43.18% over last year.**

**Tax Collector Budget by Ms. Hamilton is \$102,760-an increase of 43.18% over last year.**

**NEXT MEETING:**

**Saturday February 5th at 9:00am with the School Committee.**

**Motion to adjourn the meeting at 9:17pm was made by Mr. Pucetti, seconded by Mrs. Vallee and unanimously approved.**

**Minutes respectfully submitted,**

**Merrie Nadeau**